TECHNOLOGICAL NEEDS ASSESSMENT

Provide a Technological Needs Assessment which addresses each of the following three elements:

1. Technology Strategic Plan Template
 (*Small Counties have the option to not complete this section*)

This section includes assessment of the County's current status of technology solutions, its long-term business plan and the long-term technology plan that will define the ability of County Mental Health to achieve an **integrated information systems infrastructure** over time.

Current Technology Solutions Assessment:

List below or attach the current technology systems in place.

1.1) Systems overview:
_____
_____
_____
_____
_____

List or attach a list of the hardware and software inventory to support current systems:

1.2) Hardware:

1.3) Software:

1.4) Support (i.e. maintenance and/or technical support agreements):

Plan to achieve an Integrated Information Systems Infrastructure (IISI) to support MHSA Services:

Describe the plan to obtain the technology and resources not currently available in the county to implement and manage the IISI. (County may attach their IT Plan or complete the categories below)

1.5)   Describe how your technology projects associated with the Integrated Information System Infrastructure will accomplish the goals of the county MHSA Three-year Plan.

1.6)   Describe the new Technology System(s) required to achieve an Integrated Information System Infrastructure.

1.7)   Note the Implementation Resources currently available

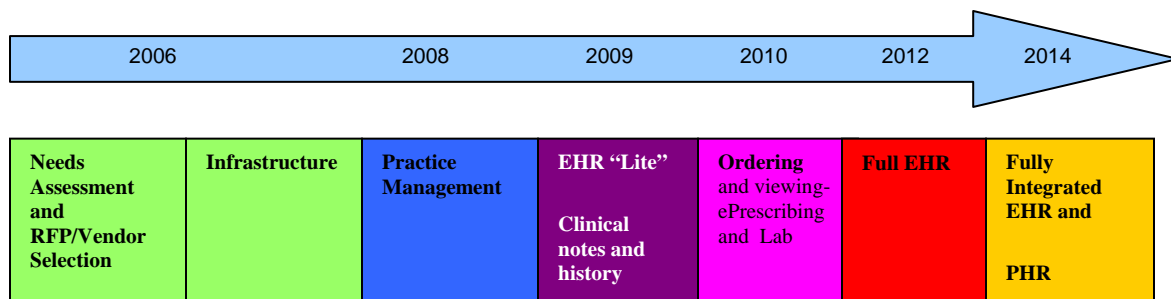|		
Oversight Committee:	Yes___	No__
Project Manager:	Yes___	No__
Budget:	Yes___	No__
Implementation Staff in place:	Yes___	No__
Project Priorities determined:	Yes___	No__

1.8)   Describe plan to complete resources marked no above:

1.9) Describe the technology project priorities and their relationship to supporting the MHSA Programs in the County:

_____

_____

_____

_____

2. Technological Needs Roadmap Template

This section includes a plan, schedule and approach to achieving an integrated information systems infrastructure through the implementation of an EHR system. This Roadmap reflects the County's overall technological needs plan

Complete a proposed implementation timeline with the following major milestones:

2.1) List Integrated Information Systems Infrastructure Implementation Plan and schedule or attach a current roadmap (example below):

_____

_____

_____

2006		2008	2009	2010	2012	2014
Needs Assessment and RFP/Vendor Selection	**Infrastructure**	**Practice Management**	**EHR "Lite"** **Clinical notes and history**	**Ordering** and viewing-ePrescribing and Lab	**Full EHR**	**Fully Integrated EHR and** **PHR**

2.2) Training and schedule (List or provide in timeline format, example below)

Training Schedule for 2008	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
Basic System Nav	X														
Admin Staff	X														
Clinician's		X													
Contract Providers			X												
Client Look-Up				X											

2.3)   Describe your communication approach to the implementation of the EHR with stakeholders (i.e. Clients and Family Members, Clinicians and Contract Providers):

_____

_____

_____

2.4)   Inventory of Current Systems: (may include system overview provided in IT Strategic Plan)

_____

_____

_____

2.5)   Please attach your Work Flow Assessment Plan or provide schedule and list of staff and consultants identified to complete: (may complete during the implementation of the project or RFP)

_____

_____

_____

2.6)   Proposed EHR Component Proposal purchases: (may include information on project plan(s))

_____

_____

_____

2.7)   Vendor selection criteria: (such as Request for Proposal)

_____

_____

_____

2.8)   Cost estimates associated with achieving the Integrated Information Systems Infrastructure: (may include project plan(s))

_____

_____

_____

3. County Personnel Analysis (Management and Staffing)

Major Information Technology Positions	Estimated # FTE Authorized	Position hard to fill? 1=Yes; 0=No	# FTE estimated to meet need in addition to # FTE authorized
(1)	(2)	(3)	(4)
A. Information Technology Staff (direct service):			
Chief Technology/Information Officer			
Hardware Specialist			
Software Specialist			
Other Technology staff			
Sub-total, A			
B. Project Managerial and Supervisory:			
CEO or manager above direct supervisor			
Supervising Project Manager			
Project Coordinator			
Other Project Leads			
Sub-total, B			
C. Technology Support Staff:			
Analysts, tech support, quality assurance			
Education and training			
Clerical, secretary, administrative assistants			
Other support staff (non-direct services)			
Sub-total, C			
TOTAL COUNTY Technology WORKFORCE (A+B+C)			